

Minutes of Marshall Team Meeting
June 7, 2004

DD01/Rex Geveden: The ISS Quarterly Review will be held on Wednesday, June 9, 8:30 a.m. to 4:30 p.m., in Building 4663, Room A164.

QD01/Jan Davis: Hernandez Engineering was presented a Level 1 Safety Award, which is the highest level award given when the lost time incidence rate is at least 50% less than industry standard. The award was accepted by Randy Reed, the Huntsville office program manager, and Richard Smith.

DD01/Rex Geveden: A NASA college scholarship fund award was presented to Shannon McConnaughey, daughter of Paul and Helen McConnaughey. Only five students from across NASA received this award this year.

AD22/Cedreck Davis: On May 26, 2004, at the NASA Environmental Conference in Albuquerque, New Mexico, MSFC was named the Center with the best Energy and Water Management Master Plan. The Marshall energy and water management program has proven to be very successful and is on track to meet and more than likely exceed the 2010 energy-efficiency goals as stated in Executive Order 13123. The sustained progress of energy reduction results from a cooperative commitment by management and a continuous effort by all employees to support environmental and energy conservation. Marshall is on target to surpass its energy reductions for FY04 and is implementing additional energy conservation projects to continue this trend. Marshall also has a mechanism in place to monitor progress on a quarterly basis to determine if the overall program is effective. There was one specific note by Rex Geveden to pursue metering to the extent that it provides better energy data to support Full Cost Accounting. Charts used in this presentation are posted on Inside Marshall.

QD50/Dennis Davis: NASA has established a new safety value which will be adopted by MSFC. The MSFC Team mishap metrics are indicating that the safety program is in good condition. Lost time, recordable, and all case incident rates were down from last month. The Center has worked 3 months or about 3,000,000 hours without a lost time mishap. The ratio of supervisor findings to the number of all case incidents is the only team metric not in the "green." It continues to show "yellow." Increased supervisor and employee focus on identifying and documenting unsafe acts and conditions is needed. A breakdown of the mishaps by civil service and contractor was shown. The contractors have slightly higher rates and showed some concern in the recordable rate. No other significant trends were noted in the metrics. Charts used in this presentation are posted on Inside Marshall.

QD40/Prince Kalia: A new yellow-colored NASA Safety Reporting System (NSRS) form has been released with a new mailing address: NSRS, P. O. Box 5826, Bethesda, MD 20824. The new forms are available in key buildings at MSFC and at the NSRS website: <http://www.hq.nasa.gov/nsrs>. The NSRS fulfills an essential step in NASA's hazard identification/safety process and helps NASA management understand and resolves those issues.

All directors, managers, and group leads were requested to share this information with their team members and support contractors, including those in remote locations, to create an awareness of the NSRS. NSRS reporting is anonymous, voluntary, and responsive." Charts used in this presentation are posted on Inside Marshall.

QD01/Jan Davis: Safety and Mission Success (SMS) issues having Centerwide applicability have been discussed in several off-sites with Dave King. Our "Champions" for each category were direct reports to Dave. The Champions consolidated many of the concerns; however, there is some overlap, and more consolidation is needed. Follow-on activities include chartering a subset SMS team to consolidate the themes further for a more manageable size. Actions will include determining actions/activities that must be done, those that are desirable to undertake but can be accomplished at a later date, and those that either require no action or are already complete. Charts used in this presentation are posted on Inside Marshall.

CD40/Steve Durham: (1) On June 8, the Transient of Venus Viewing Party will take place at the Space and Rocket Center in the west parking lot at 5:30 a.m. Several experts will be speaking. For more information, contact the Educator Resources Center. (2) A New Employee Orientation will be held on June 15 through 17 at the Marshall Institute. Tina Smith is the point of contact for questions. (3) Life South and the Red Cross will both be here in the next couple of weeks for blood drives. Please encourage your folks to participate.

DD01/Sheila Cloud: The Business Integration Council will meet this week.

UP01/Dennis Smith: We are continuing to work on the 13 HR&T proposals. The internal review at Marshall is scheduled for Friday, with delivery of the proposals to NASA Headquarters on June 16.

CD01/Susan Cloud: As a mark of respect for President Reagan, President Bush has signed an Executive Order closing Federal offices on Friday, June 11. For timekeeping purposes, it is considered a holiday.

MP01/Lisa Roberts: The Space Flight Leadership Council will be held on Wednesday in Ogden, Utah, and it will be VITS to the Center. On Thursday, there will be an RSRM firing. We have the Orbiter Boom Sensor System flight hardware coming here. It will be delivered tomorrow. ED is doing the testing.

RS01/Susan Foster: Please assure that time cards are completed by Thursday afternoon.

ED01/Bill Kilpatrick: We have received word that Jim Kennedy is in the hospital with blood clots in his lungs. No calls or visitors are allowed.

QD01/Jan Davis: We have our Safety Mission Assurance Director's meeting this week at Glenn Research Center.

DD01/Rex Geveden: Dave is on leave today and he will be going to Utah on Tuesday. I am going to Washington today through Wednesday for ISES planning.

Charles Scales has been selected as the Director of Center Operations at Glenn Research Center. We wish him great success in his new job.

We are preparing for a budget meeting on Monday with Mr. O'Keefe.

I will be heavily involved in the Integrated Space Exploration Summit (ISES), which is basically the same process as the SLEP but on an Agency level. We will be going through this process for the next several months, culminating with a summit in February 2005. Fred Gregory owns the process, and Code M is charged with executing it.

The annual retirement dinner was held on Thursday, June 3.

We are continuing to work on the Center realignment activity. The Agency is looking at some realignment in response to results from the Presidential Commission; therefore, the Center's realignment will be delayed until the Agency realignment is complete.